

**Saint Mary's Anglican Church**  
March 10, 2014 Vestry Meeting Agenda

**Opening Prayer/Devotional**

**Call to Order and Verify a Quorum**

**Minutes of the February 10, 2014 Vestry Meeting**

**Treasurer's Financial Report(s)**

**Property Report(s)**

- Jr. Warden:
  - Office Restroom Toilet.
  - Driveway Reflectors.
  - Lighted Sign at Kings Canyon & Burgan.
  - Other Issues.
- Sr. Warden:
  - Bp. Rivera Bld. Ramp/Deck Project.
- Fr. Michael:
  - General Property Issues.
  - Sunnyside Marketplace Liquor Store agreement.
  - Upcoming Paint Projects.
  - Copy Machine Issues.
- Property Issues that need to be addressed?

**Other Reports**

- Deacon's Report:
- TEC vs. DSJ Lawsuit Update:
  - We are awaiting a decision from Judge Black.
- Stewardship Committee Report:
  - Candle Fundraiser.
  - Cruise Fundraiser.
- Diocesan/Deanery, Ecumenical, and Area Church News:
  - Butler Church Property.
  - Southgate Church Pastor Health Issues.

**Old Business:**

- Status of the new Fundraiser Bank Account

**New Business**

- None.

**Announcements/Reminders**

- John Wilson's Funeral is scheduled for this Saturday at 9:00am.
- Rev. Michael Engle will be leading our Tuesday Night 5-week Lenten Study.
- Stephanie Girton will not be available to play Sunday March 23.

**Next Vestry Meeting:** Monday March 7, 2014 or Monday March 14, 2014 at 6:30pm?

**Closing Prayer & Adjourn**

# Saint Mary's Anglican Church

February 10, 2014 Vestry Meeting Minutes

## Members Present:

Fr. Michael Sclafani, Rector  
Bob Levinson, Senior Warden  
Ron Hunt, Junior Warden  
Judy Wilson, Treasurer  
Barrie Burnham, Member  
David Katzakian, Member  
Sharon McPherson, Member  
Dcn. Jane Williams, Clergy

## Members Absent:

Debbie Bates, Member (excused)  
Adrienne Cantrell, Secretary/Clerk (excused)  
LeRoy Falk, Member (excused)

## I. Opening Prayer/Devotional

- a. Fr. Michael opened the meeting with a devotional from Oswald Chambers *Utmost for His Highest*

## II. Call to Order:

- a. The meeting was called to order by Fr. Michael at approximately 6:35pm and a quorum was verified.

## III. Minutes of the January 13, 2014 Vestry Meeting:

- a. **Judy Wilson** moved that the minutes from the January 13, 2014 Vestry Meeting be approved. **David Katzakian** seconded the motion. The motion passed (unanimous).

## IV. Report from the January 26, 2014 Vestry Meeting

- a. Immediately after the January 26, 2014 Annual Meeting, the vestry met briefly to elect and appoint executive positions and to set the date, time, and location of the next regular meeting.
- b. Fr. Michael reappointed Bob Levinson Sr. Warden.
- c. The Vestry reelected Ron Hunt Jr. Warden
- d. The Vestry elected Adrienne Cantrell Secretary/Clerk
- e. The Vestry reelected Judy Wilson Treasurer.
- f. The next regular Vestry Meeting was scheduled for Monday February 10, 2014 at 6:30pm and will take place in the Bishop Rivera Building.

## V. Treasurer's Financial Report(s):

- a. Year to date income  
January 31, 2014 \$9,748.96 vs. expenses \$10,539.82
- b. Balance Sheet Operating Account  
January 31, 2014 \$195.67

c. Balance Sheet Building Fund				
	January 31, 2014	\$492.23		
d. Balance Sheet Youth Programs				
	January 31, 2014	\$805.85		
e. Legal Defense Fund				
	January 31, 2014	\$664.11		
f. DHC checking account				
	January 31, 2014	\$141.46		
g. Month by Month Giving Analysis				
	January 31, 2013	\$11,023	vs.	January 31, 2014
				\$8,335

Treasurer's Reports were received.

## VI. Property Reports:

- a. Sunday School is almost completely moved from the Office Bld. to the Bp. Rivera Bld.
- b. Two 5-gallon pails of Tan paint to paint the inside of the Office Bld. and the inside of the Hospitality Room has been donated.
- c. Three 5-gallon pails of exterior paint has been donated to finish painting the exterior of the Bishop Rivera Bld., the Office, and Hospitality Room.
- d. Irrigation Repairs were done to an underground line at the south west corner of the parking lot. Kleen-Kut did the repair.
- e. The "steeple bell" rope was replaced.
- f. Status Report on the Sunnyside Shopping Center Liquor Store agreement.
  - i. Fr. Michael gave the vestry an update on the status of the Liquor store not being in compliance with the agreement he negotiated three years ago. Fr. Michael is trying to arrange a meeting with the owner of the shopping center.
- g. Status Report on the Bp. Rivera Building Ramp & Deck Project.
  - i. Bob Levinson reported that he has secured donated labor to rebuild the ramp and decking. He is now trying to secure donated materials if possible. Because of the condition of the ramp and decking, this project will take priority as soon as the weather warms up a bit.
- h. Status Report on possibly upgrading the alarm system.
  - i. Bob Levinson reported that a survey of our current alarm system was done by Matson Alarm (who currently monitor our alarm). Proposed upgrades would cost between \$2,000 and \$2,500.
- i. Status of the No Loitering Signs.
  - i. Bob Levinson reported that the signs are ready to be ordered. He will order them and work with Ron to install them. Once installed the Fresno P.D. will be able to 'patrol' the church campus and take action as needed.
- j. Property Issues that Need to be addressed.
  - i. Judy Wilson asked that Ron look at the toilet tank in the office building. The handle sticks in the open position when the toilet is flushed.
  - ii. David Katzakian asked that the portable banner sign be moved further from the roads edge on Kings Canyon Road. Fr. Michael said he would take care of that.
  - iii. Sharon McPherson asked if reflectors could be added at the entrance to the church driveway on Burgan to make it easier to see at night. Ron said he would take care of that.

**VII. Other Reports:**

- a. Deacon's Report:
  - i. Dcn Jane reported that she and Cindy Shaheen visited and brought Holy Communion to several parishioners.
  - ii. Dcn Jane shared that she is scheduled for knee surgery on March 3, 2014.
- b. TEC vs. DSJ lawsuit: The trial took place the week of January 6, 2014. Judge Black requested that briefs be filed by a date in March. He will issue a decision after that. Whatever the decision, it will likely be appealed.
- c. Stewardship Committee Report:
  - i. So far the candle fundraiser raised \$1,571.
  - ii. Cruise raffle tickets have been distributed and ticket sales have begun.

**VIII. Old Business:** None.

**IX. New Business:**

- a. Judy and Fr. Michael proposed that we open a new bank account at Union Bank (where all our others accounts are) for fundraiser funds. Signers would be the same as on our other accounts (Sr. Warden, Jr. Warden, and Treasurer). Ron Hunt moved to authorize the opening of the new account. Bob Levinson seconded the motion. The motion passed (unanimous).

**X. Announcements and Reminders:**

- a. Lent begins with Ash Wednesday on March 5. There will be a service at noon and 7pm.

**XI. Next Vestry Meeting:**

Monday, March 10, 2014 at 6:30pm.

**XII. Closing and Adjournment**

The meeting was adjourned with prayer at approximately 9:00pm

Respectfully submitted by Fr. Michael Sclafani, Rector

# ST. MARYS CHURCH

## Profit & Loss Budget Performance

### February 2014

	Feb 14	Budget	Jan - Feb 14	YTD Budget	Annual Budget
<b>Income</b>					
<b>1000 · Offerings</b>					
1001 · Pledge Offerings	13,585.00	8,228.33	20,847.00	16,456.70	98,740.00
1002 · Plate Offerings	115.67	66.66	149.63	133.40	800.00
1003 · Member Offerings	500.00	1,130.00	1,140.00	2,260.00	13,560.00
1004 · Special Services	0.00	83.33	0.00	166.70	1,000.00
1005 · Votive Candle Offerings	29.80	33.33	29.80	66.70	400.00
1006 · Flower Offerings	290.00	183.33	430.00	366.70	2,200.00
1007 · Gifts & Other Income	0.00	108.33	49.00	216.70	1,300.00
1010 · AA Group	100.00	100.00	200.00	200.00	1,200.00
1015 · SHARES Card Income	105.00	66.66	105.00	133.40	800.00
1016 · Fundraiser Income	0.00	0.00	24.00	0.00	0.00
1022 · Transfer from Building Fund Acc	0.00	0.00	1,500.00	1,500.00	1,500.00
<b>Total 1000 · Offerings</b>	<b>14,725.47</b>	<b>9,999.97</b>	<b>24,474.43</b>	<b>21,500.30</b>	<b>121,500.00</b>
<b>Total Income</b>	<b>14,725.47</b>	<b>9,999.97</b>	<b>24,474.43</b>	<b>21,500.30</b>	<b>121,500.00</b>
<b>Expense</b>					
<b>2000 · Office and Admin Expenses</b>					
2001 · Advertising	0.00	16.66	0.00	33.40	200.00
2002 · Bank Fees/Charges	0.00	0.00	0.00	0.00	0.00
2003 · Bookkeeping/Audit	0.00	41.66	0.00	83.40	500.00
2005 · Copy Machine	70.58	77.50	141.16	155.00	930.00
2006 · Diocesan Tithe (10%)	943.59	1,012.50	1,907.51	2,025.00	12,150.00
2007 · Miscellaneous Office Exp.	0.00	4.16	0.00	8.40	50.00
2008 · Office Supplies	10.34	54.16	59.03	108.40	650.00
2009 · Postage	0.00	20.83	0.00	41.70	250.00
2010 · Subscriptions Church Trac	0.00	5.83	0.00	11.70	70.00
2011 · Subscription Quickbooks	0.00	42.08	0.00	84.20	505.00
2012 · Subscription Website	0.00	8.33	0.00	16.70	100.00
2014 · Legal Defense Fund 1% Tithe	0.00	0.00	96.39	0.00	0.00
<b>Total 2000 · Office and Admin Expenses</b>	<b>1,024.51</b>	<b>1,283.71</b>	<b>2,204.09</b>	<b>2,567.90</b>	<b>15,405.00</b>
<b>3000 · Facilities Expenses</b>					
3001 · Electricity	287.84	333.33	584.67	666.70	4,000.00
3002 · Internet Service	59.95	60.00	119.90	120.00	720.00
3003 · Lawn & Gardening Service	400.00	400.00	800.00	800.00	4,800.00
3004 · Pest Control Service	70.00	70.00	140.00	140.00	840.00
3005 · Propane (Heat)	50.00	58.33	50.00	116.70	700.00
3006 · Insurance - Property	0.00	266.66	803.50	533.40	3,200.00
3007 · FMFCD Assessment	0.00	13.75	0.00	27.50	165.00
3008 · Repairs and Maintenance	136.34	125.00	263.63	250.00	1,500.00
3009 · Security Alarm	26.00	26.66	52.50	53.40	320.00
3010 · Telephone	52.37	51.66	104.83	103.40	620.00
3011 · Water	62.82	166.66	121.71	333.40	2,000.00
3012 · Solid Waste Disposal	69.42	70.83	138.84	141.70	850.00
3013 · HCD - State Housing Dept.-Tags	0.00	5.50	0.00	11.00	66.00
<b>Total 3000 · Facilities Expenses</b>	<b>1,214.74</b>	<b>1,648.38</b>	<b>3,179.58</b>	<b>3,297.20</b>	<b>19,781.00</b>
<b>4000 · Administration Expenses</b>					

## ST. MARYS CHURCH

### Profit & Loss Budget Performance

#### February 2014

	Feb 14	Budget	Jan - Feb 14	YTD Budget	Annual Budget
4010 · Payroll Taxes	376.65	375.00	767.13	750.00	4,500.00
4011 · Insurance - Workers Comp	152.30	41.66	152.30	83.40	500.00
4012 · Insurance -Employment Liability	0.00	92.50	277.60	185.00	1,110.00
<b>Total 4000 · Administration Expenses</b>	<b>528.95</b>	<b>509.16</b>	<b>1,197.03</b>	<b>1,018.40</b>	<b>6,110.00</b>
<b>5000 · Staff Expenses</b>					
5002 · Sexton	134.75	150.00	280.50	300.00	1,800.00
5004 · Music Ministry Team Leader	150.00	233.33	450.00	466.70	2,800.00
<b>Total 5000 · Staff Expenses</b>	<b>284.75</b>	<b>383.33</b>	<b>730.50</b>	<b>766.70</b>	<b>4,600.00</b>
<b>6000 · Clergy Expenses</b>					
6001 · Rector's Stipend (Sal& Hsg)	4,788.76	4,788.75	9,577.52	9,577.50	57,465.00
6002 · Rector's Pension Fund (18%)	0.00	0.00	0.00	0.00	0.00
6003 · Rector's Health Savings	833.33	833.33	1,666.70	1,666.70	10,000.00
6004 · Rector's Insurance - Dental	157.93	157.91	315.86	315.90	1,895.00
6005 · Rector's Insurance - Life	59.03	59.00	118.06	118.00	708.00
6006 · Rector's Mileage	0.00	0.00	0.00	0.00	0.00
6007 · Rector's Discretionary Fund	0.00	0.00	0.00	0.00	0.00
6023 · Deacon's Discretionary Fund	25.00	25.00	50.00	50.00	300.00
6030 · Supply Clergy Stipends	0.00	41.66	0.00	83.40	500.00
6031 · Supply Clergy Mileage	0.00	0.00	0.00	0.00	0.00
6040 · Conferences & Convention	0.00	83.33	0.00	166.70	1,000.00
<b>Total 6000 · Clergy Expenses</b>	<b>5,864.05</b>	<b>5,988.98</b>	<b>11,728.14</b>	<b>11,978.20</b>	<b>71,868.00</b>
<b>7000 · Ministry Programs</b>					
7001 · Adult Christian Education	0.00	12.50	0.00	25.00	150.00
7002 · Altar Guild Supplies	96.14	58.33	118.79	116.70	700.00
7003 · Altar Flowers	173.16	204.16	486.69	408.40	2,450.00
7004 · Hospitality	0.00	33.33	81.30	66.70	400.00
7005 · Music - CCLI License	0.00	9.66	0.00	19.40	116.00
7006 · Stewardship	0.00	41.66	0.00	83.40	500.00
7007 · Sunday School	105.96	16.66	105.96	33.40	200.00
7009 · Vacation Bible School	0.00	0.00	0.00	0.00	0.00
<b>Total 7000 · Ministry Programs</b>	<b>375.26</b>	<b>376.30</b>	<b>792.74</b>	<b>753.00</b>	<b>4,516.00</b>
<b>Total Expense</b>	<b>9,292.26</b>	<b>10,189.86</b>	<b>19,832.08</b>	<b>20,381.40</b>	<b>122,280.00</b>
<b>Net Income</b>	<b>5,433.21</b>	<b>-189.89</b>	<b>4,642.35</b>	<b>1,118.90</b>	<b>-780.00</b>

**ST. MARYS CHURCH**  
**Balance Sheet**  
 As of February 28, 2014

Feb 28, 14

<b>ASSETS</b>	
Current Assets	
Checking/Savings	
0001 · Checking Account-Union Bank	5,365.02
Total Checking/Savings	5,365.02
Total Current Assets	5,365.02
<b>TOTAL ASSETS</b>	<b>5,365.02</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
8000 · LIABILITIES	
8010 · Payroll Tax Liabilities	1,555.56
8200 · Discretionary Funds	
8211 · Rector's Discretionary Gifts	30.00
8212 · Deacon's Discretionary Gifts	30.00
8213 · Rector's Retirement Donations	50.00
Total 8200 · Discretionary Funds	110.00
Total 8000 · LIABILITIES	1,665.56
8009 · IRS Penalty	-808.41
8100 · Missions	
8120 · Frontiers ( Bernardi)	50.00
8130 · Global Teams ( Bunsy)	75.00
Total 8100 · Missions	125.00
8700 · Youth Programs	
8701 · Youth--Camp Scholarships	1,487.74
Total 8700 · Youth Programs	1,487.74
8800 · Social Ministeries	
8802 · Food Pantry/Hope Sanger	60.00
8804 · Alpha Marriage Course	336.23
8806 · Camp San Joaquin Donations	50.00
8808 · Church/Property "Fix-up" Fund	120.00
Total 8800 · Social Ministeries	566.23
Total Other Current Liabilities	3,036.12
Total Current Liabilities	3,036.12
Total Liabilities	3,036.12
Equity	
1999 · Opening Balance Equity	148,712.44
3900 · Retained Earnings	-151,025.89
Net Income	4,642.35
Total Equity	2,328.90
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>5,365.02</b>

10:28 AM  
03/10/14  
Accrual Basis

**St. Mary's Savings Acct. (Bldg. Fund)**  
**Balance Sheet**  
As of February 28, 2014

	<u>Feb 28, 14</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Savings Acct.- Union Bank	592.23
Total Checking/Savings	<u>592.23</u>
Total Current Assets	<u>592.23</u>
<b>TOTAL ASSETS</b>	<u><b>592.23</b></u>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
TRANS. to Gen. Fund Acct.	-12,771.75
Total Other Current Liabilities	<u>-12,771.75</u>
Total Current Liabilities	<u>-12,771.75</u>
Total Liabilities	-12,771.75
Equity	
Opening Balance Equity	6,268.83
Retained Earnings	6,995.12
Net Income	100.03
Total Equity	13,363.98
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>592.23</b></u>

10:17 AM  
03/10/14  
Accrual Basis

**St. Mary's Youth Programs**  
**Balance Sheet**  
As of February 28, 2014

	<u>Feb 28, 14</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
St. Mary's youth Programs	741.51
Total Checking/Savings	<u>741.51</u>
Total Current Assets	<u>741.51</u>
<b>TOTAL ASSETS</b>	<u><b>741.51</b></u>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Unrestricted Net Assets	805.85
Net Income	-64.34
Total Equity	741.51
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>741.51</b></u>



10:31 AM  
03/10/14  
Accrual Basis

**Legal Defense Fund for St. Mary's Church**  
**Balance Sheet**  
As of February 28, 2014

	<u>Feb 28, 14</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
St. Mary's Legal Defense Fund	664.11
Total Checking/Savings	<u>664.11</u>
Total Current Assets	<u>664.11</u>
<b>TOTAL ASSETS</b>	<b><u>664.11</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Opening Balance Equity	2,750.00
Unrestricted Net Assets	<u>-2,085.89</u>
Total Equity	<u>664.11</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>664.11</u></b>

10:25 AM  
03/10/14  
Accrual Basis

**St. Mary's Church DHC Checking Acct.**  
**Balance Sheet**  
As of February 28, 2014

	<u>Feb 28, 14</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Union Bank DHC Checking Acct.	189.36
Total Checking/Savings	<u>189.36</u>
Total Current Assets	<u>189.36</u>
<b>TOTAL ASSETS</b>	<b><u>189.36</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Opening Balance Equity	12.31
Unrestricted Net Assets	129.15
Net Income	<u>47.90</u>
Total Equity	<u>189.36</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>189.36</u></b>

# Month-by-Month Giving Analysis

For the dates between 1/1/2013 and 2/28/2013

Saint Mary's Anglican Church--559-255-4883

2013

## MONTH-BY-MONTH ANALYSIS

	January	February	March	April	May	June
Pledge Offerings	8,729.00	4,620.00				
Plate Offerings	44.00	25.00				
Member Offerings	1,460.00	3,335.00				
Votive Candle Offeri	20.00	46.25				
Flower Offerings	150.00					
Gifts & Other Income		730.00				
AA Group Rent	100.00	100.00				
Rector's Discretionar	50.00					
Deacon's Discretionar	50.00					
Frontiers (Bernardi)	50.00					
Global Teams (Buns	100.00	70.00				
Rector's Retirement	50.00	50.00				
Building Fund Contri	110.00	50.00				
Food Pantry/Hope S	10.00	10.00				
Camp San Joaquin	100.00					
Monthly Total:	11,023.00	9,036.25				

	July	August	September	October	November	December
Pledge Offerings						
Plate Offerings						
Member Offerings						
Votive Candle Offeri						
Flower Offerings						
Gifts & Other Incom						
AA Group Rent						
Rector's Discretionar						
Deacon's Discretion						
Frontiers (Bernardi)						
Global Teams (Buns						
Rector's Retirement						
Building Fund Contri						
Food Pantry/Hope S						
Camp San Joaquin						
Monthly Total:						

# Month-by-Month Giving Analysis

For the dates between 1/1/2014 and 2/28/2014

Saint Mary's Anglican Church--559-255-4883

2014

## MONTH-BY-MONTH ANALYSIS

	January	February	March	April	May	June
Pledge Offerings	7,262.00	13,585.00				
Plate Offerings	33.96	115.67				
Member Offerings	640.00	500.00				
Votive Candle Offeri		29.80				
Flower Offerings	140.00	290.00				
Gifts & Other Income	49.00					
AA Group Rent	100.00	100.00				
Rector's Discretionar		30.00				
Deacon's Discretionar		30.00				
Frontiers (Bernardi)		50.00				
Global Teams (Buns	50.00	75.00				
Rector's Retirement	50.00	50.00				
Building Fund Contri		100.00				
Food Pantry/Hope S	10.00	50.00				
Camp San Joaquin		50.00				
Monthly Total:	8,334.96	15,055.47				

	July	August	September	October	November	December
Pledge Offerings						
Plate Offerings						
Member Offerings						
Votive Candle Offeri						
Flower Offerings						
Gifts & Other Incom						
AA Group Rent						
Rector's Discretionar						
Deacon's Discretion						
Frontiers (Bernardi)						
Global Teams (Buns						
Rector's Retirement						
Building Fund Contri						
Food Pantry/Hope S						
Camp San Joaquin						
Monthly Total:						